

## Local Notice to Mariners

Number 15 of 2025

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### **RISK ASSESSMENT OF RECREATIONAL EVENTS**

1. **NOTICE IS HEREBY GIVEN** that **THIS NOTICE IS ISSUED** jointly with King's Harbour Master Portsmouth, the Harbour Masters of Portsmouth International Port, Cowes and Langstone Harbour. It is intended to give advice to event organisers on the requirement and scope of risk assessment and risk management in line with the principles of the Port Marine Safety Code
2. This notice is to be read in conjunction with the document entitled – A Guide to Good Practice on Port Marine Operations (Section 8 Management of Navigation – Event Planning (Paragraph 8.11.8 – 8.11.11 DforT February 2018) and the document guidance notes entitled 'Event Risk Assessment: A Brief Guide to Organiser's Procedure' (attached).
3. Your attention is also drawn to advice given in the preparation of risk assessments by the Royal Yachting Association ([www.rya.org.uk](http://www.rya.org.uk)).
4. The risk assessment and the safety management of a particular event will always be the responsibility of the Event Organiser.
5. All Event Organisers are requested to consult with the relevant Harbour Authority at the earliest opportunity prior to any event taking place. For most types of event a formal risk assessment will be required, but the content of the risk assessment needs only to be proportional to the event /activity.
6. The risk assessment should identify all risks concerned with the safe and efficient use of the harbour by all harbour users. Details of how the risk is to be controlled will be part of this assessment.
7. The formal risk assessment should be submitted not less than 4 weeks prior to the planned event to enable the Harbour Authority to comment and consult on it. Charges for late notification may apply as per Southampton Port Tariff.
8. Any requirement for the Harbour Authority to provide additional resources by the way of escort craft, navigation marks or promulgation of an Event Notice to Mariners will normally be at the expense of the Event Organiser.

Steven Masters,  
Harbour Master